AVANTHI INSTITUTE OF ENGINEERING & TECHNOLOGY
(NAAC Accredited, Permanently Affiliated to JNTUK, Kakinada)
Makavarapalem, Narsipatnam, Visakhapatnam Dist, Andhra Pradesh

ANNUAL E- GOVERNANCE REPORT
2021-22

Dt. 20.3.2022

E-Governance in the education sector has changed the way administration is carried out. Data and process models for educational institutions make processes simple, systematic and error-free. This is done to make the system user-friendly and save time and costs. This helps to improve transparency, rapid information provision, dissemination and efficiency of administrative and student services in all aspects of college activities. This year, AVANTHI INSTITUTE OF ENGINEERING & TECHNOLOGY have successfully implemented the following services.

S.NO	Name of the Service	Area of Operation
1	CCTVSurveillance	CCTV surveillance system with recording facility is functional in the campus to strengthen campus security. This facility offers a comprehensive range of solutions to secure campus infrastructure effectively.
2	E-Notice Board	Electronic notice board located near the entrance to the main building to display the institution's achievements and useful information for quick and easy communication with everyone. Important and relevant information is displayed on to the same.
3	College Management System (ECAP)	The software plays a key role in facilitating the daily participation and imprinting framework. Developed with state-of-the-art technology, the flexible software provides an integrated platform for students, teachers, administrators and other staff. It is a web-based application system, which users can easily access from anywhere by logging in with their user ID and password. It is used in academics, administration, admissions and examinations activities of the institute.
	Student Monitoring System (ECAP)	**Academics:** Attendance & Marks Entry by Faculty. Students' Attendance Analysis. Student's Complete Profile in one single screen. Analysis of Teaching Plan and Topics Covered. Upload of Resources like notes etc for students. Messages/Assignments by Faculty to Students Students Feedback Against Faculty. Attendance Shortage Notices to Parents. Time Table & Faculty Teaching Assignments. Academic Projects. Faculty Academic Register Faculty Workload

Faculty Adjustments
Circulars
Disciplinary Actions.
Faculty Performance.
Certificates
Extra Classes
Students Promotion & Detention

Administration:

Creation of Departments,
Courses and Branches.
Fees for courses along with Due Dates & Fines.
User Levels with Access Rights on modules.
Mapping Users to User Levels.
Backup and Restore Data.
Track staff Logins and Resetting Passwords.
Complaints/Suggestions Received from Students/Staff
Setting Academic Calendar.
Posting News/Events for notice by Users.
Uploading Students Data to College Website.
Maintaining College Diary.
Data Backup & Restore.

Admissions:

Import of Students data from Excel Sheet.
Admission Register Castes & Sub Castes.
Tracks Certificates to be Submitted by Students.
Re Admission of Detained students.
Bar-coded ID Cards for Students. Scholarship Students.
Generates 10 digit Roll Numbers for Students.
Division of Students into Sections.
Reports

Fee Payments:

Fee Collection & Receipt Printing.
Course/Batch/Student wise Fee Dues.
Fee Concessions.
Fee Reminders to Parents.
Tracking Fee Reimbursement from Government.
Issuing Study etc. Certificates to Students.
Reports.

Examinations:

Exam Fee Collection & Exam Schedules.
Student Registrations for Regular/Supply Exams.
Seating Arrangement for External Exams & D-Forms.
Entry/Upload of External/Internal Exams Marks.
External/Internal Marks Analysis & Reports.
Progress Reports & Attendance Reminders.
Supplementary & Detained Students.
Invigilation Charges for Staff.

			Reports
4	FOCUS (Accounting Software)	It is a computerized system for accounts. It is used to record financial activities of the institutions .It is a multipurpose software including Inventory management and accounting. Creation of Revenue & Expenditure Heads. Department wise Budgets. Head wise Revenue & Expenditure Reports. Bank Accounts & Transactions. Day Book & Cash Book Maintenance. Profit & Loss Statement. Attendance Fine & Exam Fee Collection. Supplier Payments & Dues. Fee Refunds to Students. Loan Estimates for Students.
5	SOUL 2.0 (Library) , ID card generation and Book lending system	The central library is fully automated using SOUL 2.0. Libraries are fully integrated with barcode technology, allowing users to enter, search the catalogue, borrow and return items without much manual involvement. SOUL 2.0 is a fully functional ILMS software for libraries, volunteers and support companies of all types and sizes worldwide. Modules for regular activities. The ID card printing system is used to issue ID cards to library staff and students, with integrated barcodes. The campus is registered with several popular electronic journals (IEEE, Springer, Science Direct, ASCE, ASME, etc.) to support staff research and to help students recognise innovative work in the professional community.
6	Google Classroom	Google class room is a free online learning management system (LMS). It is an interactive platform used to communicate information to students and support their online interactions.
7	Email Messenger	To facilitate communication between staff and students, a group email using Gmail is used.
8	Sms.movesms.in SMS Messenger System	AIETM use SMS services to communicate information about student attendance and performance to parents. Also. used to circulate information among staff and stakeholders.
9	Website	The institution has a website to share information on infrastructure, academic activities and placement with its stakeholders. The results are also posted on the website.

PRINCIPAL
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ANNUAL E- GOVERNANCE REPORT
2020-21

Dt. 16.04.2021

1. CCTV surveillance system with recording facility is functional in the campus to strengthen campus security. This facility offers a comprehensive range of solutions to secure campus infrastructure effectively.

2. Electronic notice board located near the entrance to the main building to display the institution's achievements and useful information for quick and easy communication with everyone.

3. ECAP (Engineering College automation Package) is used to manage the activities of the institute in terms of academics, administration, admissions, examinations and student monitoring. It is effective and able to provide all the necessary features. Student attendance is also maintained through ECAP.

4. FOCUS is used to record financial activities of the institutions .It is a multipurpose software including Inventory management and accounting.

5. The central library is fully automated using SOUL 2.0. Libraries are fully integrated with barcode technology, allowing users to enter, search the catalogue, borrow and return items without much manual involvement.

6. Google class room is a free online learning management system (LMS). It is an interactive platform used to communicate information to students and support their online interactions.

7. Zoom Video conferencing tool is used to provide online classes during the pandemic period.

8. To facilitate better communication between staff and students during the pandemic , a group email using Gmail is used.

9. AIETM use SMS services from SMS.MOVESMS.IN to communicate information about student attendance and performance to parents.

10. College website is up graded to provide more information to the stake holders.

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ANNUAL E- GOVERNANCE REPORT
2019-20

Dt. 20.4.2020

1. To enhance campus security, a CCTV surveillance system with recording capabilities is installed on campus. This facility provides a comprehensive solution to effectively protect the campus infrastructure.

2. AIETM uses the SMS services of SMS.MOVESMS.IN to communicate information about student attendance and academic performance to parents.

3. The Engineering College Automation Package (ECAP) is used to manage the activities of the institution in terms of academic, administrative, admission, examination, and student monitoring. It is effective and can provide all the necessary functionality. Student attendance is also maintained through ECAP.

4. FOCUS is continued in accounting to record financial activities of the institutions .It is a multipurpose software including Inventory management and accounting.

5. The college website is continuously upgraded to provide more information to stakeholders. Sunrise Solutions' services are used to provide better services.

6. BYTE-XL, CoCubes, and Reference Globe online platforms were used to effectively train students in placement activities.

7. Library services are effective through SOUL 2.0. E-resources was used to access the required e-books and e-journals through college website.

8. Google Classroom a free online Learning Management System (LMS) is used by faculty and students for effective interactions. It is an interactive platform for delivering information to students and supporting online interaction.

9. The Zoom video conferencing tool was used to deliver online courses during the pandemic.

10. Cash transactions are completely discouraged and the campus recommends online digital payments through the Axis Bank link on the university website.

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ANNUAL E- GOVERNANCE REPORT
2018-19

Dt. 18.4.2019

1. The CCTV surveillance system with recording capability is actively operational with 32 cameras in strategic locations. The existing service provider, Ezone, has been retained for maintenance.

2. For bulk SMS to students, staff and parents, the services of Sms.movesms.in will continue.

3. The college website updations and maintenance services are continued with Sunrise solutions.

4. BYTE-XL, CoCubes and AMCAT practice platforms were used to train students effectively for placement activities.

5. Library services are effective through SOUL 2.0. E-resources was used to access the required e-books and e-journals through college website.

6. Cash transactions are completely discouraged and online payments are encouraged in the campus through Axis bank link placed on the college website.

7. Agreement is made with Webpros solutions, Visakhapatnam to provide web based Complete ERP solution for the institute ECAP for academics, administration, accounts and examinations.

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ANNUAL E- GOVERNANCE REPORT
2017-18

Dt. 20.3.2018

1. CCTV surveillance system with recording facility is actively working with 32 cameras at strategic locations. Existing service provider E-Zone is continued for maintenance.

2. For bulk SMS to students, staff and Parents services from Sms.movesms.in is continued.

3. New version of FOCUS was updated in the college office for accounting.

4. The college website updations and maintenance services are continued with Sunrise solutions.

5. SOUL 2.0 is installed in the library for its activities. Library E-resources was used to access the required e-books and e-journals through college website.

6. Separate Whatsapp groups have been created for individual classes to communicate with students.

7. In view of demonitisation, cash transactions are completely stopped and online payments are encouraged in the campus through Axis bank link placed on the college website.

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Extract from Governing body meeting held on 5th April 2022

Item No. 3

Principal has presented the E-Government Annual Report 2021-22 and reported on the implementation of e-governance in the institution. He reported on the use of e-governance tools, namely ECAP, FOCUS accounting software, SOUL 2.0 for library and SMS services in the college to make the transactions accountable and transparent.

Resolution:

Members expressed their satisfaction with the implementation of e-governance for various transactions and unanimously approved the e-governance annual report 2021-22.

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Extract from AIETM-Governing body meeting held on 18th August 2021

Item No. 5

The Principal presented the Annual Report on e-Governance for 2020-21 and spoke about the implementation of e-Governance in the college. He detailed the use of open source tools for online teaching, in particular Zoom and Google Classroom, which allow for effective interaction and content sharing.

Resolution:

Members welcomed the new initiatives and unanimously approved the e-Governance 2020-21 report.

Principal
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Extract from AIETM-Governing body meeting held on 28th June 2020

Item No. 4

The Principal presented the 2019-20 e-governance annual report and talked about the implementation of e-governance in the college. He elaborated on the difficulties of online classes during the pandemic and emphasized the need and utilization of LMS and video conferencing tools.

Resolution:

Members expressed their satisfaction with the implementation of online classes and unanimously approved the annual e-Governance report for 2019-'20.

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Extract from AIETM-Governing body meeting held on 12th June 2019

Item No. 6

The Principal presented the annual report on e-governance for 2018-'19 and spoke about the implementation of e-governance in the college.

Resolution:

Members unanimously approved the 18-19 e-Governance Annual Report and proposed to adopt e-Governance for all college transactions.

Principal
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Extract from AIETM-Governing body meeting held on 10th June 2018

Item No. 8

The Principal has presented the annual e-governance report for the year 2017-'18 and proposed to adopt e-governance and automate/integrate most of the important functions of the college. He also informed the council that it will help in creating a paperless environment and will provide easy and quick access to information. The college will create appropriate policies and procedures for various functions such as academic, administrative, accounting and examinations etc.

Resolution:

The members deliberated on the need and the advice of the Principal and approved the annual e-governance report for the year 2017-'18 and his proposal to adopt e-governance in all aspects of its functioning to enhance transparency and accountability of the college.

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